

MINUTES

Regular Board Meeting

December 13, 2022

5:30 p.m.

Location: Remote Via Zoom

Board of Directors

*Randy Mendosa (Division 3) - President, Blaine Maynor (Division 1) - Vice-President,
Nicole Johnson (Division 2) - Director, Eric Loudenslager (Division 4) - Director
David Rosen (Division 5) - Director*

CALL TO ORDER

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Randy Mendosa at 5:30 pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance has been suspended during Shelter in Place.

ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present remotely via zoom: President Randy Mendosa, Vice President Blaine Maynor, Director Nicole Johnson, Director Eric Loudenslager, and Director David Rosen.

Additional District administrative staff included Assistant Chief Chris Emmons, and Board Secretary Becky Schuette. Fire Chief Justin McDonald was absent.

APPROVAL OF AGENDA

It was moved to approve the agenda.

Motion: Loudenslager; Second: Maynor

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen and Mendosa.

Motion Carries

PUBLIC COMMENT

President Mendosa called for public comments and there were none.

Senior Management Group – Chief McDonald had wanted the Board advised that he was working with SMG on the side letter related to duty coverage.

Local 4981 – Captain Marcus Lillard reported that the Local had another big year with the Toys for Tots collection and that Captain McDonald had done a great job.

Arcata Volunteer Firefighters Association (AVFA) – Roy Willis reviewed the submitted report. In response to a query from a Director, he advised the AVFA had installed 105 address placards thus far and more coming in daily, with another 40-45 being made.

CONSENT CALENDAR

1. Minutes from November 8, 2022, Regular Meeting
2. November 2022 Financial Report

3. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings
4. Adoption of Resolution 22-277 Approving the Schedule of Dates, Time, and Location for the 2023 Regular Board Meetings.

President Mendosa reviewed the consent calendar items aloud, then queried if any items should be pulled. Neither the Board, nor the public requested any items be pulled for discussion.

It was moved to approve the consent calendar.

Motion: Johnson; Second: Loudenslager

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen and Mendosa.

Motion Carries

CORRESPONDENCE & COMMUNICATIONS

1. Public Correspondence – President Mendosa reviewed the correspondence aloud. There were no additional comments from the Board or the public.

2. Committee Reports:

- a. Arcata Station Committee (*Mendosa, Maynor*) – Nothing to report.
- b. Arcata General Plan & Gateway Area Plan Committee (*Loudenslager, Mendosa*) – President Mendosa reported that the letter in response to the Draft EIR has been sent to Cal Poly. He added that the committee has also met with Senator McGuire and Assembly Member Wood to discuss the concerns with regards to the Cal Poly build out.

Director Loudenslager provided a PowerPoint presentation that has been created for presentation to the Planning Commission. A copy of the PowerPoint will be included as an attachment to these minutes.

Following the presentation, President Mendosa queried if there were any questions from the Board or the public and there were none.

President Mendosa called for a brief 10 minute recess at 6:48 pm.

The meeting resumed at 6:58 pm.

3. Fire Chief's Monthly Report – Assistant Chief Emmons reviewed the Chief's monthly report on the Chief's behalf. President Mendosa suggested that staff bring the topic of the station signs back as an agenda item for a possible subcommittee creation to handle the project.

4. Director Matters – President Mendosa advised the Board of Elena David's funeral service being held on Saturday.

DISTRICT BUSINESS

1. Presentation and Adoption of Resolution 22-278, Recognizing, Honoring, and Commending David Rosen for his Service as a Director for the Arcata Fire Protection District Board: President Mendosa reviewed the staff note aloud then offered his thanks to Director Rosen for his service. Several other Directors and staff members also offered their thanks.

With no further comments from the Board or the public, a motion was made

It was moved to approved Resolution 22-278.

Motion: Johnson; Second: Maynor

Roll Call: Ayes; Johnson, Loudenslager, Maynor, and Mendosa. **Abstain:** Rosen
Motion Carries

2. Interview and Consider Appointment of Applicant for Director to Division 5:

President Mendosa reviewed the staff note and explained the process for the forum.

Each of the candidates was provided the same five questions by the Board Clerk and given time to answer.

Director Loudenslager had a follow up question for Mr. Wonenberg, requesting that he further explain the Board that he has served; Humboldt-Del Norte Dental Society.

Director Maynor requested Mr. Akana to explain the reference to his fire experiences from his application.

President Mendosa then called on members of the audience for questions to the candidates and there were none.

Each candidate was then provided an opportunity for closing comments.

Director Maynor requested clarification regarding the process of appointment if a decision was not made during this meeting.

With no further comments from the Board or public, a motion was made.

It was moved to nominate Jason Akana as Director for Division 5.

Motion: Maynor; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen and Mendosa.
Motion Carries

The Board and several attendees thanked Mr. Wonenberg for his application and willingness to serve as a Board member.

3. Consider Authorization for the Purchase of a Replacement Vehicle for the Fire Prevention Bureau: Assistant Chief Emmons reviewed the staff report allowed.

President Mendosa called for questions from the Directors. There were a few questions from the Directors and clarification on the use of the vehicle.

There were no public comments.

It was moved to approve a replacement vehicle for the Prevention Bureau with a not to exceed \$25,000 limit.

Motion: Loudenslager; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen and Mendosa.
Motion Carries

4. Election of New Board Officers for 2023: Board Clerk Schuette reviewed the staff report aloud.

There were no questions or comments from the Board or the public.

It was moved to nominate and approve Directors Maynor and Loudenslager as President and Vice President, respectively, for the 2023 calendar year.

Motion: Mendosa; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen and Mendosa.
Motion Carries

5. Consider Authorizing the District to Open a Liquidity Fund Account with

CalTRUST: President Mendosa reviewed the staff report allowed. He added that this was a topic that had been discussed during the special meeting in October.

There were no questions or comments from the Board or the public.

The motion was made, per staff's recommendation, to:

1. Arcata Fire District to become a CalTRUST participant and complete the Program Registration Form and Participation Agreement.
2. Authorize the Fire Chief as the Signatory Authorized to Establish a Liquidity Account in the CalTRUST Program
3. Authorize the Fire Chief as the Primary Authorized Representative for the District
4. Authorize the following to act as Trustee/Fiduciary signatories to the account:
 - a. Chief Justin McDonald, Primary Contact
 - b. Assistant Chief Chris Emmons, Additional Representative
 - c. Business Manager Becky Schuette, Secondary Contact
 - d. Board Director Nicole Johnson, Additional Representative
5. Authorize the Business Manager to complete the required forms, obtain signatures and deliver said documents to CalTRUST as required.

Motion: Johnson; Second: Maynor.

Roll Call: Ayes; Johnson, Loudenslager, Maynor, and Mendosa. **Nays;** Rosen

Motion Carries

CLOSED SESSIONS

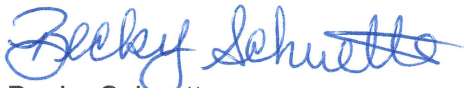
There was no closed session scheduled.

ADJOURNMENT


President Mendosa adjourned the meeting at 7:47pm.

The next Regular Meeting is scheduled for **January 10, 2023, Arcata Downtown Station Classroom, 631 9th Street in Arcata at 5:30 pm.**

Respectfully submitted,




Becky Schuette,
Clerk of the Board



Arcata Fire: Your First Responders for All-Risk Emergencies

1



**Arcata General Plan 2045
& Gateway Area Plan**

AFD is supportive of continued growth and development of the communities we serve.

AFD is supportive of the development of Gateway Area.

2



Arcata General Plan 2045 & Gateway Area Plan

AFD Concerns

1. Staffing to meet basic residential structure fire response
2. Staffing for increased population
3. Staffing for taller and larger mass buildings
4. Functional equipment for growing communities
5. Sustainable funding

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About Arcata Fire District

Independent Special District

- Governed by 5 Elected Board members
- 3 Staffed Fire Stations
- Jurisdiction 62 sq mi
 - City of Arcata, Bayside, Manila, McKinleyville, Jacoby Creek
- Population 36,000+
- Incidents: 3300+ (8% Fire 50% EMS)

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NFPA 1710 Recommended Deployment

First unit arrive in 4 minutes

All units arrive within 8 – 10 minutes...

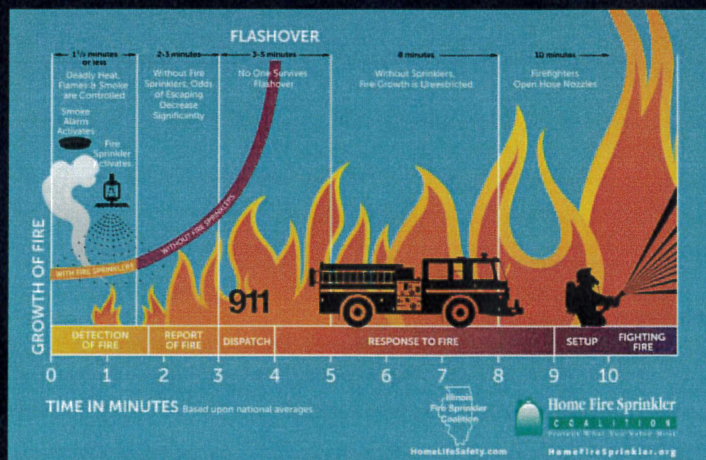
- Firefighters required for a residential structure fire – **14**
- Firefighters required for commercial, multi family, or 3 story – **25**
- Firefighters required for high-rise building – **38**

AFD **cannot** meet these fire response deployment even with Mutual-aid


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Response Times and Adequate Staffing




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Initial Response for a Working Fire Downtown Arcata

Critical Task	Needed Personnel	Responding Units	Staffing	Response Time (minutes)
Command	1	ARF Chief	1	8
Fire Attack	2	Arcata Engine	2	2
Water Supply/Backup	2	Mad River Engine	2	7
Pump Operator	1	McKinleyville Engine	2	11
Search	2	AFD Uses Automatic Mutual Aid to Respond to Structure Fires		
Ventilation	2			
Rapid Intervention Crew	3			
Safety Officer	1			
Total	14			

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Fire Response Worst Case Scenario

Responding Units	Average Staffing	Response Time (minutes)	Responding Units	Average Staffing	Response Time (minutes)
ARF Chief	1	8	CDF Chief	1	19
Arcata Engine	2	2	CDF Engine	3	19
Mad River Engine	2	7	FRT Truck (Mutual Aid)	1	23*
McKinleyville Engine	2	11	CDF Engine (Mutual Aid)	2	23*
BLU Engine	3	12*	FEN Engine (Mutual Aid)	3	32*
HBF Chief	1	13	FEN Engine (Mutual Aid)	3	39*
HBF Truck	4	13	FEN Engine (Mutual Aid)	3	39
WVF Engine	2	16*	FEN Engine (Mutual Aid)	3	42*
SAM Engine	2	17*	FEN Engine (Mutual Aid)	3	43*
FBR Engine	2	18*	FEN Engine (Mutual Aid)	1	43*
TOTAL			43		


NFPA = 25 Firefighters Commercial, or Multi-Family, or 3-Story

NFPA = 38 Firefighters High Rise in 10 minutes

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**ARCATA
FIRE DIST**

What is a High-Rise Building?



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ed more than 75
of fire department

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**ARCATA
FIRE DIST**

Proposed Gateway Building Type

Mid-Rise buildings - 4 to 8 Stories

- Fire fighting in mid-rise buildings present the same operational challenges as high-rise buildings.
- While there are no explicit NFPA response standards for mid-rise buildings, Arcata Fire Protection District will treat the Gateway mid-rise buildings equivalent to high-rise buildings for response staffing.

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How Many Firefighters Does it Take?

Each Community is different – population size, area served, building height and mass variation, capacity of regional aid.

Formal method to establish staffing would be a Standard of Coverage. An independent assessment.

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How Many Firefighters?

Humboldt Bay Fire JPA	Staff: 51 suppression – 17 On-duty	Budget: \$9.98 mil
Chico Fire Department	Staff: 57 suppression – 14 On-duty	Budget: \$17mil
San Luis Obispo FD	Staff: 49 suppression – 14 On-duty	Budget: \$13.9 mil
Arcata Fire District	Staff: 18 Suppression– 7 On-duty	Budget: \$6.4 mil

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How Many Firefighters?

At minimum AFD would need an additional **24** suppression staff to have staffing similar to other comparable towns in California to respond to mid-rise building emergencies.

Because of the distribution fire stations and volunteer status of aid partners, more AFD staff might be required to meet response standards.

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What Would it Cost?

Current Revenue:	\$6,473,000
Increased suppression staff cost:	\$4,868,600
Required Revenue w/ increased staff:	\$11,341,600

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How many Firefighters?

- Staff: 42 Suppression - **14 On-Duty** Budget: \$ 11.3 Mil
- Three engine stations with a staff of 9: **27** suppression staff.
- One ladder truck with a staff of 4: **12** suppression staff.
- Shift duty officer, typically a Battalion Chief: **3** suppression staff.
- **24** more than AFD's current staffing.

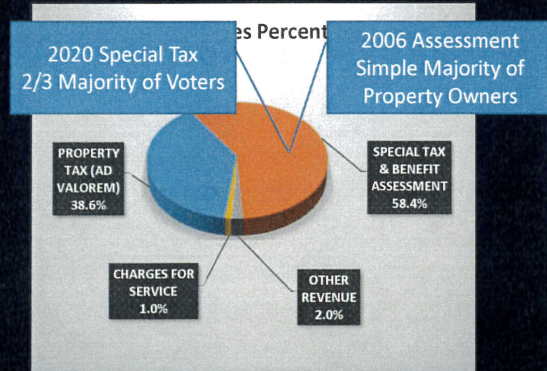
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Arcata Fire District Budget

FISCAL YEAR 2022/23
Preliminary Budget Projections

REVENUES	
PROPERTY TAX (AD VALOREM)	\$2,499,000
SPECIAL TAX & BENEFIT ASSESSMENTS	\$3,781,000
OTHER REVENUE	\$131,000
CHARGES FOR SERVICE	\$62,000
Total Revenues	\$6,473,000



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Budget Modeling

FISCAL YEAR 2022/23 District Population 36022	FISCAL YEAR 2044/45 District Population 48384
REVENUES	
PROPERTY TAX (AD VALOREM) \$2,499,000	PROPERTY TAX (AD VALOREM) \$6,659,207
SPECIAL TAX & BENEFIT ASSESSMENTS \$3,781,000	SPECIAL TAX & BENEFIT ASSESSMENTS \$4,423,770
OTHER REVENUE \$131,000	OTHER REVENUE \$175,540
CHARGES FOR SERVICE \$62,000	CHARGES FOR SERVICE \$83,080
Total Revenues \$6,473,000	Total Revenues \$11,341,597

48,384 District population estimate 2045, Arcata Growth 38%, Unincorporated Growth 31%, District 34%
Revenue Increases: Other Revenue and Services 34%, Assessments 17%, Property Tax, Remainder (166%)

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Budget Modeling

Fiscal Year 2044/45 36,022 Initial Population Component	Fiscal Year 2044/45 12,362 Additional Population Component
REVENUES	
PROPERTY TAX (AD VALOREM) \$3,106,257	PROPERTY TAX (AD VALOREM) \$3,552,950
SPECIAL TAX & BENEFIT ASSESSMENTS \$3,781,000	SPECIAL TAX & BENEFIT ASSESSMENTS \$642,770
OTHER REVENUE \$131,000	OTHER REVENUE \$44,540
CHARGES FOR SERVICE \$62,000	CHARGES FOR SERVICE \$21,080
Total Revenues \$7,080,257	Total Revenues \$4,868,597

The assessed value of new construction would need to be \$6,344,553,571 to generate the required Ad Valorem revenue.

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Budget Modeling

- \$6,344,553,571 Assessed Value (2022 dollars)
- 12,362 Population Increase
- @ 2.3/ Household, 5,374 Units Required
- \$1,180,602 per Unit
- @ 949 sqft Gateway Unit \$1244/sqft
- 1500 sqft home: \$1,866,072

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AFD's Conclusions

- Aid partner response and enhanced fire code elements are not adequate mitigation for 4 to 8 story residential buildings
- Feasibility of increased revenue for staffing mid-rise residential building response is unrealistic

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AFD's Recommendations

- Height and Mass Codes commensurate with Fire District Capacity.
- Limit building to < 40 ft height (Garden Apartments) until funding is established for mid-rise residential response staffing.
- Require enhanced fire code elements in residential buildings over 2 stories.

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QUESTIONS

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